

CONFIDENTIAL27 OCT
1974

FINANCE RECORDS

Effect on CS Retirement Allotment
Without CS Input

<u>Year</u>	<u>Volume on Hand (Ft) (2)</u>	<u>Annual Allotment (Ft) (1)</u>	<u>Total Allotment (Ft)</u>
1971	3000	1000	1000
1972	3500	950	1950
1973	4000	900	2850
1974	4500	850	3700
1975	5000	800	4500
1976	5500	750	5250
1977	6000	700	5950
1978 (3)	6500	650	6600
1979 (4)	6500	600	7200
1980	6500	550	7750

NOTES:

- (1) Executive Director-Comptroller allotted each Directorate 1000 ft. for 1971. Each year thereafter the figure will decrease by 50 ft.
- (2) 2500 ft. on hand plus annual increment of 500 ft.
- (3) First year in which CS may retire other records unless microfilm or other technique used to resolve problem.
- (4) First year in which 500 ft. of records may be destroyed on basis of 30-year retention.